



BARRINGTON, NH SELECT BOARD MINUTES

MONDAY, December 7th, 2020

The Select Board meeting for Monday, December 7th, 2020 began at 6:31 p.m. The meeting was held by remote participation via a Microsoft Teams Meeting due to the COVID-19 pandemic, in accordance with [Emergency Order #12](#), pursuant to [Executive Order 2020-04](#). In attendance were Chairperson Hardekopf, Vice-Chair Knapp, Selectperson Bailey, Selectperson Ayer, Selectperson Saccoccia, Town Administrator (TA) MacIver, Municipal Office Administrator (MOA) Caudle, as well as Advisory Budget Committee (ABC) Chair Steve Saunders, member Dannen Mannschreck, John Morse, and Town Treasurer Peter Royce.

6:31pm. The meeting was called to order by Chairperson Hardekopf.

RSA 91-A EMERGENCY PROVISIONS/SELECT BOARD CHAIR EMERGENCY DETERMINATION

6:31pm. Chairperson Hardekopf read the emergency provisions of the State of Emergency and explained how this meeting is accessible as well as how to access future meetings.

ROLL CALL ATTENDANCE

6:33pm. Select Board attendance was taken via Roll Call: Ayer – Present, Bailey – Present, Saccoccia – Present, Knapp – Present, Hardekopf - Present. Each Select Board member shared their location and stated that at present, they were alone in their respective rooms with no one influencing their votes. Chairperson Hardekopf shared that at 7pm Vice-Chair Knapp will take over the meeting due to a work obligation.

PLEDGE OF ALLEGIANCE

6:34pm. Chairperson Hardekopf led the Pledge of Allegiance.

PUBLIC HEARINGS

There were no public hearings.

APPOINTMENTS

Transfer Station Review Committee Recommendations

6:35pm. The Transfer Station and Recycling Center Review Committee supports the Select Board's request to extend the hours on Tuesday to 6pm and reduce the hours on Saturday to 4pm. The Board was asked to consider approving the change effective January 1st, 2021.

Motion to accept the Transfer Station and Recycling Center hours adjustment as proposed effective January 1st, 2021 by Vice-Chair Knapp, seconded by Selectperson Saccoccia. Roll call vote: Ayer – Aye, Bailey – Aye, Knapp- Aye, Saccoccia – Aye, Hardekopf – Aye. ***The motion passed.***

Reverse 2008 Decision Regarding Contractor Waste

6:36pm. In 2008 the Select Board voted to restrict contractor waste disposal at the Transfer Station. The decision was not implemented, and a recent legal review has raised concerns regarding the legality of the decision. The Select Board was asked to consider reversing the November 10th, 2008 decision.

The Select Board agreed by consensus to table the reversal until a policy for use is developed by the Transfer Station. Selectperson Bailey requested consideration for a fine for those who present fraudulent notes in order to dispose of materials at the Transfer Station and Recycling Center under this policy.

Advisory Budget Committee Final Report

6:47pm. ABC Chair Steve Saunders thanked the Select Board and each department for their work with the budgets, and shared that the ABC agrees that the budget as presented is acceptable. The Advisory Budget Committee requested the Select Board reconsider two warrant articles: The Fire Equipment Capital Reserve and the Library Warrant Article.

Fire Equipment Capital Reserve

6:50pm. ABC Chair Saunders discussed the replacement schedule, and the expected shortfall in the fund if the current funding schedule is continued with no increase.

7pm. Chairperson Hardekopf left the meeting, passing Chair responsibilities to Vice-Chair Knapp.

The Select Board did not motion to consider adding “Fire” to the Ambulance Revolving Fund.

Motion to increase the Fire Truck Capital Reserve Warrant Article to \$80,000 by Selectperson Ayer, seconded by Selectperson Bailey. Roll call vote: Ayer – Aye, Bailey – Aye, Knapp- Aye, Saccoccia – Aye. ***The motion passed.***

Library Warrant Article

7:24pm. The ABC Requested the Select Board reconsider the funding source of Library Capital Reserve warrant article, which the Select Board supported at \$25,000. The ABC unanimously felt that this article should be funded by the taxes, not fund balance.

Library Trustee Vice-Chair Leigh Elliott spoke in support of an increase to the warrant article, affirmed at Vice-Chair Knapp’s request that she knows of no plan to attempt to increase the amount during the upcoming Deliberative Session.

Motion to leave the Library Capital Reserve Fund Warrant Article at \$25,000 by Vice-Chair Knapp, seconded by Selectperson Bailey. Roll call vote: Ayer – Aye, Bailey – Aye, Saccoccia – Aye, Knapp- Aye. ***The motion passed.***

ABC member Dannen Mannschreck shared the ABC may have additional suggestions following the December 8th meeting.

[Additional and Updated Budget Binder Documentation](#)

7:44pm. Administrator MacIver provided updates on the Budget Binder, including updates and changes. All budget documents are available on the [2021 Budget](#) page. Each department's budget cover has been updated, as well as the [2021 Budget Summary by Function](#).

[Summary Budget Summary by Function 201201](#)

7:44pm. Administrator MacIver shared that an \$18,000 increase in the revaluation contract is due to a planned partial statistical update as the equalized ratio exceeds 10%. Some line changes were due to the transfer of one position to a different department. Due to COVID-19 restrictions, mileage and conferences have been reduced, though some trainings are still occurring.

[Executive/Admin/Govt Building/Gen Asst/Misc](#)

7:51pm. Administrative Contracts has a \$22,000 increase due to ongoing technology costs, to fully fund updates that began in 2020. There was a \$40,000 reduction last year.

[Tax](#)

7:53pm. Vice-Chair Knapp encouraged thoughtfulness towards conferences, training, and mileage.

[Town Clerk/Elections](#)

7:54pm. There was no additional conversation.

[Transfer Station/Recycling Center](#)

7:54pm. There was no additional conversation.

[Highway/Dams](#)

7:54pm. Selectperson Ayer requested further information about clothing and boots. The Select Board agreed by consensus that the funds to employees should be allocated as a reimbursement instead of a stipend. \$30,000 allocated towards maintenance will largely be used to outfit the back building, and the additional \$10,000 allocation in contracts is for additional tree cutting costs in 2021.

[Building](#)

8:02pm. There was no additional conversation.

Planning/Land Use

8:03pm. Selectperson Ayer stated that the Conservation Commission would like to request \$100/year for website maintenance. The Conservation Commission was offered space on the Town's website, and per their minutes from the December 3rd Conservation Commission meeting, opted to maintain a website separate from the Town.

Library

8:05pm. Portions of the fee and fine income normally funding services has not been collected this year, causing an increase in the Library budget. The Select Board does not have the authority to direct the Library to continue collecting fees and fines. Vice-Chair Knapp requested additional details regarding the use of staffing and justification for the hours during COVID-19, as well as an increase in supplies. Library Director Melissa Huette shared that the supplies increase is due to the natural trend in costs, and library employee workload has not decreased, but how it's used has changed. Melissa also shared the Library works with the Barrington School District to provide materials when necessary.

Police

8:19pm. \$2,500 has been allocated for acquisition and training of a police dog, with the expectation that the Police Department receive additional grant funds. Police Chief George Joy shared that he is in search of an acceptable dog and anticipates that if the grant is not approved acquiring a dog for the Town will be reconsidered.

Fire-EMS-Cemeteries

8:22pm. There was no additional conversation.

Recreation

8:22pm. There was no additional conversation.

OLD BUSINESS

New Town Hall Update

8:23pm. Administrator MacIver provided a historical timeline of the Town Hall Project, including approval by voters, contractor selection, design and alteration of terrain approval, and DOT requirements for redesign. On November 3rd the new subdivision design received conditional approval from the Planning Board. From November 2020 through February 2021 the original subdivision is expected to be finalized, allowing construction to begin in the spring. Careno recently brought the Town [their concerns](#) regarding an expected increase in budget costs.

PUBLIC COMMENT

8:31pm. *Public comments are limited to three minutes per person, and a total of 15 minutes.* Vice-Chair Knapp would like to thank all committees and boards for their hard work and commitment.

Selectperson Ayer encouraged all residents to show their support for the community and holiday spirit.

There were no additional public comments. Public comment closed at 8:34pm.

REVIEW OF MINUTES

8:34pm. *Minutes will be reviewed at the 12/14/2020 meeting.*

STAFF REPORTS

8:34pm. TA MacIver forwarded an email from the Conservation Commission regarding their involvement in the Leighton property conservation, possibly as an easement holder. They will be attending a site visit on 12/15/2020, and the Select Board is welcome to participate.

Request for Signatures

8:36pm. MOA Caudle requested signatures for the following:

- Six (6) administrative abatements
- One contract renewing mapping services from CAI
- Selectperson Hardekopf will be receiving a Class VI Road agreement requiring one signature, the full hearing process is not necessary.

OLD BUSINESS (continued)**Extended Waiver of Site Review Requirements**

8:36pm. The Select Board previously voted to waive the enforcement of site review requirements in order to allow Barrington businesses to expand their operations outdoors. The Select Board previously voted to extend the waiver through 12/31/2020.

Motion to extend the waiver of site review requirements through June 1st, 2021 by Selectperson Saccoccia, seconded by Vice-Chair Knapp. Roll call vote: Ayer – Aye, Bailey – Aye, Knapp- Aye, Saccoccia – Aye. ***The motion passed.***

Highway Garage Office Renovation

8:38pm. After reviewing the four proposals, Road Agent Marc Moreau recommended selecting [Malone Builders and Contractors](#) for the renovation at a cost of \$36,982. Proposals were also submitted by [Hadden Fine Carpentry](#), [Monadnock Commercial Building Company](#), and [Craven Construction](#).

8:41pm. *Chairperson Hardekopf returned to the meeting.*

Motion to reverse the decision of the Select Board on 10/5/2020 to expend \$75,053.74 for the installation of an office trailer by Selectperson Ayer, seconded by Chairperson Hardekopf. Roll call vote: Ayer – Aye, Bailey – Present, Hardekopf – Aye, Knapp- Aye, Saccoccia – Aye. ***The motion passed.***

Motion to waive the purchasing policy and award the Highway Garage office renovation project to Malone Builders and Contractors utilizing up to \$50,000 from 2020 surplus funds, waiving the RFP process due to the timeliness of the need to expend the funds, with the requirement that the final project outline come before the Select Board for review and approval by Chairperson Hardekopf, Seconded by Selectperson Ayer. Roll call vote: Ayer – Aye, Bailey – Aye, Hardekopf – Aye, Saccoccia – Aye, Knapp- Aye. ***The motion passed.***

8:58pm. Chairperson Hardekopf resumed Chairperson duties.

NEW BUSINESS

Additional Meeting – December 28th, 2020 RSA 41:14-a

8:58pm. Chairperson Hardekopf requested a Roll Call for who would be available for a meeting on December 28th, 2020. Roll call: Ayer – Aye, Bailey – Aye, Knapp- Aye, Saccoccia – Aye, Hardekopf – Aye. ***The motion passed.***

SELECTPERSONS REPORTS

9:01pm.

Selectperson Ayer – The Conservation Commission will be doing a site walk on 12/15/2020 on the Leighton property, which is 2/3 within Barrington. There are currently no plans to build trails. Chairperson Hardekopf will discuss with other Board members the possibility of taking over the School Board liaison responsibilities.

Selectperson Bailey – ZBA for December has been cancelled due to lack of participation. Also asked if the Zoning Article was presented as a petitioned warrant article by Vice-Chair Knapp and voiced his support; it was not.

Vice-Chair Knapp – Asked how pre-registration requirement of School Board complies with State requirements. The Planning Board met with and conditionally approved Barrington Shores, LLC. for campground expansion, two additional items postponed to next meeting. Technology committee has a meeting tomorrow. Building committee upcoming, no date has been set. Also spoke about living in a town that has great rural character, presenting a warrant article regarding increasing the lot sizes to maintain the rural characteristic.

Selectperson Saccoccia – Recreation Director is fully back, nothing more to report.

Chairperson Hardekopf – Information relating to the Transfer Station and Recycling Center Review Committee was reported earlier.

PUBLIC COMMENT

9:08pm. Daniel Ayer - 333 Old Concord Turnpike requested community members show their holiday spirit in front of their homes to show solidarity.

George Bailey – Chesley Drive. Was asked if anything needed at Barrington’s Food Pantry. Did not receive any information from food pantry after sending a request, and would like information from the pantry to ensure they receive what’s needed.

Fire Chief Rick Walker announced the new Fire Tanker truck has been delivered.

TA MacIver reminded all the deadline to submit petition zoning ordinance is December 9th and shared the December work anniversaries:

Richard Walker, Jr	Fire Chief	20 Years
Robert Brown	Highway Department	13 Years
Dana Martel	Custodian	8 Years
Brian Dodier	Highway Department	7 Years
Susan Milioto	Library Desk Clerk	3 Years
Christopher Wareing	Fire Department	2 Years
Jake Roger	Fire Department	2 Years
Kieron Taylor	Fire Department	1 Year
Lilah Cherim	Fire Department	1 Year
Rebecca Nelson	Deputy Town Clerk	1 Year

9:13pm. Public Comment closed.

NONPUBLIC SESSION

9:14pm. Motion to enter non-public session for reasons of reputation and legal by Selectperson Ayer, seconded by Selectperson Bailey. Roll call vote: Ayer – Aye, Bailey – Aye, Knapp- Aye, Saccoccia – Aye, Hardekopf – Aye. ***The motion passed.***

The Select Board left the public meeting for nonpublic session at 9:14pm.

9:15pm. Nonpublic session opened, with Chairperson Hardekopf, Vice-Chair Knapp, Selectperson Bailey, Selectperson Ayer, Selectperson Saccoccia, TA MacIver, and MOA Caudle present.

Tax-Deeded Property Repurchase

9:16pm. The Select Board was asked by a former owner to allow the repurchase of a property that was formerly tax deeded. The Town expects to receive in excess of \$148,000 in owed back taxes, penalties, and fees prior to this Saturday’s auction with this property repurchase.

Motion by Selectperson Saccoccia to allow original owner to repurchase until the auction begins, with the stipulation that the property be cleaned up prior to September 15th, 2021, seconded by

Selectperson Ayer. Roll Call vote: Ayer – Aye, Bailey – Aye, Knapp – Aye, Saccoccia – Aye, Hardekopf – Nay. **The motion passed.**

9:31pm. Selectperson Ayer shared concerns raised by a resident regarding the sale of tax-deeded property.

9:35pm. Motion to exit non-public session by Selectperson Saccoccia, seconded by Vice-Chair Knapp. Roll call vote: Ayer – Aye, Bailey – Aye, Knapp- Aye, Saccoccia – Aye, Hardekopf – Aye. **The motion passed.**

RETURN TO PUBLIC SESSION AND ADJOURNMENT

9:36pm. Administrator MacIver shared the decision made during the meeting. The nonpublic minutes will not be sealed.

9:38pm. Motion to adjourn the Select Board meeting by Vice-Chair Knapp, seconded by Chairperson Hardekopf. Roll Call vote: Ayer – Aye, Bailey – Aye, Knapp- Aye, Saccoccia – Aye Hardekopf - Aye. **The motion passed.**

Links to all reviewed documents can be found in the December 7th, 2020 [Town Administrator's Report](#).

Abstained from Approval
Chairperson T. Hardekopf

DocuSigned by:

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Selectperson G. Bailey

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Vice-Chairperson A. Knapp

Selectperson D. Ayer

DocuSigned by:

7CC28395A3194D3...
Selectperson J. Saccoccia

January 4th, 2021
Date Minutes Were Approved